



Fermilab

April 29, 2005

To: Roger Dixon

From: ES&H Committee (David B. Augustine, David Capista, David Cathey, John Crawford, Robert Hively)

Subject: Draft Recommendations of initial ES&H concerns.

Roger, we ranked the concerns of the supplied excel spreadsheet. We then categorized each of them in the following categories: Communications, Slips and Falls, Sharp Edges, Building, New or Better Equipment, Training, Planning, and Miscellaneous. Our spreadsheet is sorted by the Similar Ranking Column and then by our Average Column. We have noted that many of the concerns listed are already under control of some group or department. The concerned individual may not be aware of these.

Communication: 52 concerns

The division's employees want a common place to communicate safety issues. We are recommending that these issues be connected to the Effort Reporting System or could be connected to the Division Web page. The imminent needs could go directly to an assigned person or group.

People would like to know the ongoing status of the division accident rate. We suggest that the chart shown at the department heads meeting be installed on the Division Web Page. This chart is supplied for your review. It is titled the "Injury Rate Summary Chart".

We had a program in the past called the Building and Area Managers program. There were displayed maps with the Area Managers and the Building Managers name in each area. This program we believe has died, but we remember it working well. This program should be re-instituted. Every assigned Area Manager used to perform routine inspections of their assigned areas and attempt to mitigate them. The program would cover almost every problem in every area.

Safety and preplanning meetings were also brought up. These occur on a regular basis in some departments. It is the committee's recommendation that you should encourage these meetings.

Slips and Falls: 35 concerns

Many of the slip and fall category deal with snow and or ice removal. We should investigate the priorities of Road and Grounds. We think that many folks would take the time to salt walks or door ways, but don't want the overhead of going to the stock room and getting the salt. We could have a community salt pile in the High Bay or get it delivered to each department's receiving area.

Lighting on major walking paths was an issue. The High Rise to MCR was the most frequently mentioned.

Many concerns were listed of standing water on floors in service buildings, Accelerator Enclosures, and the Access Tunnel between the MCR and High Rise. These concerns are all addressable. They just need a person to stay after them. This also gets back to people who work in service building having an obligation to report safety issues to the appropriate individual(s).

In many areas, ladders installed in buildings or tunnel enclosures are made from smooth round steel rod or rebar. Over the years these have become worn and slippery to climb. The division employees would like more OSHA compliant ladders that have real treads. These can be repaired or modified. It has to be assigned to an individual.

Raised lips on floors for sumps and utility enclosures were listed. The design of these areas should be inspected and repaired if necessary. Many of these have been repaired by engineering or FESS.

Many cited clutter of work areas to be a trip hazard. Since your request of spring clean up. We see these going away. However, you should commend people for putting in the clean up effort. This will also let them know that you noticed it and see the difference during your weekly tours.

It has been noted by most of the committee members that our safety shoes have changed over the years to a sole that does not grip efficiently on slippery surfaces. We believe that better soles are available and may reduce slips and falls. This information could be transmitted to the ES&H Section.

Several issues were raised on the lack of hand rails on the Tevatron Refrigerator building aprons and the lack of windows in the building doors. On inspection, it was found to be easy to step off of these aprons and fall. Installing windows in the door would allow the person entering to know what environment he or she was walking into. This is one job that does not require down time to perform and should be completed as soon as possible.

Sharp Edges: 4 concerns

The repair or guarding of equipment or objects should be an ongoing corrective action by Area Managers, Building Managers, and the ES&H Department.

Building Issues: 21 concerns

Many of the concerns in this category deal with improperly stored hardware. In many areas of the division several of us are pack rats. We see this slowly changing as people recognize that sitting on very old hardware as the accelerator systems are upgraded is just futile. Several departments in the division are active in seeking out better methods of utilizing their space and gleaning out obsolete equipment. Once again this is another example where the Area Manager program would help. This you should encourage

Several suggestions deal with the Building managers having too much territory or have overloaded responsibilities. It is the committee's opinion that most people do not understand the function of the Building Manager or confuse their responsibility with operational systems. Communication is the real issue here and some sort of information should be provided to each Division employee explaining the responsibilities of the Area Manager, Building Manager, and ES&H Department. Central reporting for problems is once again recommended, i.e., the Area Manager, the ES&H dept., the Building Manager, their Supervisor.

It is the committee's recommendation to install a small dumbwaiter in both Booster Towers to assist employees in handling large/heavy objects. These could be similar to EE Supports.

The NWA issues of mold and poor overhead crane were expressed. These issues are being reviewed. A different building is being investigated.

Better Equipment: 9 Concerns

The need for readily available ladders was expressed by several individuals. We recommend the purchase of community use ladders. They will need a place to reside and also a community lock.

Training: 15 concerns

We find that the training requested is commonly available from our ES&H department. It is pretty clear from the concerns that these people or their supervisors do not know how to fill out their employees ITNA's. We would recommend that the division review how well each of the departments understand the ITNA process. We also recognize that newly created supervisors may not be aware this responsibility or understand how to deal with it. It should be made clear to supervisors that performing employee training evaluations is an interactive process between the supervisor and the employee. Lists of classes should be readily available.

Planning: 17 concerns

Many concerns were made on the planning process of work. PPE and tooling issues were noted several times. It should be clear to all that any PPE needed for a task is commonly available from our ES&H department. We have never noticed the division being unwilling to purchase required PPE. The Division should communicate to all employees the process for obtaining the necessary PPE. Perhaps there could be a link on the ES&H Department web page that lists PPE items available.

A concern was expressed that pressure to complete work ahead of schedule often occurs toward the end of scheduled shutdowns. Care should be taken not to create unnecessary stress or competition amongst workers to meet artificial schedule demands.

Miscellaneous: 5

We feel these are not valid safety issues and should not be addressed.

We feel that most of the concerns on the "Initiatives on Reduction of Injury" spread sheet are readily repairable. The concerns just need someone or group to stay after the task until it is finished.